

Proposal Review Committee
September 1, 2015
Statewide Benefits Office
500 W. Loockerman Street
Duncan Building, Ste. 320, Dover, Delaware

Public Session: 8:17 a.m.

The Proposal Review Committee met on September 1, 2015, at the Statewide Benefits Office, Dover, Delaware. The following committee members and guests were present:

Brenda Lakeman, OMB, Director, Benefits Administration
Faith Rentz, OMB, Deputy Director, Statewide Benefits
Laurene Ehemann, OMB, RFP and Contract Manager, Statewide Benefits
Roxanne Eutsey-Shaw, OMB, Vision Program Lead, Statewide Benefits
Wendy Brown, Department of Health and Social Services
Valerie Watson, Department of Finance
Kimberly Reinagel-Nietubicz, Office of Controller General
Omar Masood, Office of the Treasurer
Jenifer Vaughn, Delaware Insurance Department
Ashley Tucker, Administrative Office of the courts
Bryan Spivey, Segal Consulting Group

Introductions/Sign In

Ms. Lakeman called the meeting to order at 8:17 a.m. A representative from the Correctional Officers' Association was not present.

Approval of Minutes

Ms. Lakeman requested a motion to approve of the minutes from the December 10, 2014, meeting of the Proposal Review Committee. A motion was made by Ms. Watson and seconded by Ms. Tucker. The motion was approved with unanimous voice vote.

Discussion of the Vision Insurance Benefit Program RFP for the Group Health Insurance Program

Ms. Lakeman requested a motion to move into Executive Session to discuss the finalists' bids and conduct interviews. Ms. Reinagel-Nietubicz made the motion and it was seconded by Ms. Ehemann. The PRC moved into Executive Session at 8:19 a.m.

Upon conclusion of the Executive Session, a request to move back into the Public Session was made by Ms. Tucker at 4:48 p.m. and Ms. Ehemann seconded.

Adjournment: With no further business, a motion to adjourn was made by Ms. Watson and seconded by Mr. Masood. Upon unanimous voice approval, the meeting was adjourned at 4:48 p.m. Please note there were no public attendees.

Respectfully submitted,

Laurene M. Ehemann

Laurene M. Ehemann
RFP and Contract Manager